



BOOKING FORM - JAN 2010

Company Name: _____ **Date:** _____

Company contact: _____ **Phone Number:** _____

Mobile Number: _____ **Email Address:** _____

Payment:

ALL COURSES EX. VAT - (VAT Jan 2010 17.5%) COURSES PAID FOR IN FULL BEFORE START DATES CLAIM YOUR FREE GIFT PER ORDER FORM.

Please make cheques payable to - 'First Aid Today UK Ltd'- BACS: Sort code 40-34-18 Account 62789302

Courses Description	Duration in Days	Cost excludes VAT	No. attending
In house 'First Aid Training' Trainer - Min 8 Students / Max 12			
Sales, Selling and Tele Sales Training	1	£595.00	
Marketing Skills, Promoting yourself, your Business and your services	1	£595.00	
Customer Services & Complaints Management Training	1	£595.00	
In house Training available on all H&S courses		POA	
EFAW HSE - HSE Approved *	1	£95.00	
First Aid at Work – HSE Approved *	3	£195.00	
First Aid at Work Refresher HSE Approved *	2	£165.00	
Emergency Aid for Childminders/Carers *	12 hours	£95.00	
First Aid for Child Minders / Baby Sitters NCMA Approved	3 hours	£70.00	
Resuscitation Techniques	3 hours	£70.00	
Defibrillation in conjunct with Resuscitation	4 hours	£95.00	
Paediatric First Aid	2	£95.00	
Health & Safety Certificate * CIEH	1	£95.00	
In-house Health & Safety Certificate * Care Sector CIEH	1	£95.00	
Manual Handling * CIEH	½	£95.00	
In-house Manual Handling & Moving People *	½	£95.00	
COSHH Awareness *	½	£149.00	
Risk Assessment (plus assignments)	1	£199.00	
Supervisory Health and Safety *	3	£299.00	
Train the Trainer *	3	£695.00	
NEBOSH General Certificate *	15	£1,249.00	
IOSH Managing Safely *	4	£599.00	
IOSH Working Safely *	4	£199.00	
L3 Award in Supervising Health and Safety *	3	£399.00	
L2 Award in Health and Safety in the Workplace *	1	£149.00	
Food Safety			
Level 4 Award in Managing Food Safety * (Catering or Manufacturing)	6	£795.00	
Level 3 Award in Supervising Food Safety *	6	£495.00	
Level 2 Award in Food Safety *	1	£175.00	
Level 4 HACCP in Manufacture *	6	£995.00	
NB: some pre course work is required for this course			
Level 3 HACCP in Manufacture *	2	£495.00	
Food Allergy Awareness	1	£145.00	
Labelling Awareness	1	£145.00	



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Train the Trainer

Professional Trainer Certificate	3	£695.00	
Distance Learning - 12 - 16 Weeks Training		12-14 Weeks	
Observations/Assessments		£595.00	
Safe Handling of Medicines		£595.00	
Equality and Diversity		£595.00	
Nutrition and Health		£595.00	
Key skills – Literacy and Numeracy		£595.00	
Basic Counselling		£595.00	
Dementia Awareness		£595.00	
Palliative Care		£595.00	
Intermediate Food Hygiene		£595.00	
Infection Control		£595.00	

Construction and Site Safety

SMSTS Training - Site Management Safety Training Scheme	5	£645.00	
CITB - Construction Industry Training Board REFRESHER	2	£395.00	
CITB - Construction Industry Training Board SUPERVISORS	2	£325.00	
CITB - Construction Industry Training Board SITE SAFETY AWARENESS	1	£145.00	
STIHL Saw & Power Tools Training	1/2	£95.00	
Manual Handling Site Safety	1/2	£95.00	
Cat & Genny	TBC	£125.00	
Confined Spaces Training	TBC	£195.00	
Safety in Excavations	TBC	£195.00	
Working at Heights	TBC	£195.00	
Fire Safety	TBC	£195.00	
Risk Assessments / Method Statements / COSHH	TBC	£195.00	
Danger of overhead services AVOIDING	1/2	£125.00	

NB: Balance of your Courses must be paid for - prior to the start of all courses, to secure your place.

All courses have course booklets provided along with a Certificate of attendance upon completion and payment in full.

*Denotes Regulatory Certified Courses, all other course certificates will show the candidate as having attended said course.

Courses are held either on site for closed courses (where a company has enough staff to fill the minimum number of people) or at a venue of our choice for open courses, to select your preferred location please look through listings and confirm date and code

Authorized Person Signature.....NAME IN PRINT:.....

Name of the Course your BookingHow many places booked:

Preferred Location: POST CODEIN HOUSE

When does your Current First Aid Certificate Expire: (Photo Copies to be sent with booking form)

Cancellation charges: Delegates that withdraw from courses within 10 days (2 weeks) will be subject to 35% charge, less than 5 days no refund applicable – Course rebooked for next available Date. **NB:** Courses are subject to cancellation, Due Trainers Sickness or if there are not enough candidates on the open courses. This is unavoidable and we apologise in advance, you will be advised as soon as possible by Phone or Email with new dates offered to secure your place or a full refund if this is your preferred option.